☑ AMENDMENT OF SOLICITATION ☐ MODIFICATION OF CONTRACT		Page 1 of 5

1a. Amendment No. **1**	1b. Effective Date **7/22/2015**	3. Issued By U.S. House of Representatives CAO Office of Acquisitions Management 358 Ford House Office Building Washington, DC 20515 Office Phone: 202-225-2921
2a. Solicitation Number **OAM15074S**	2b. Dated **7/10/2015**	

4. Name and Address of Offeror	For Information, Contact:	
	4b. Name: **Raymond Griswold**	4c. Phone: **202-226-0149**
	4d. Email: **raymond.griswold@mail.house.gov**	

5. The solicitation in Block 2a above is amended as set forth in Block 6 below.

The time and date specified for receipt of Offers ☑ is not extended
☐ is extended through

Offers must acknowledge receipt of this Amendment in Block 10 of the Solicitation, Offer and Award Form to be submitted prior to the time and date as amended or specified in the solicitation.

6. Description of Amendment

To answer offerors' questions in the following pages.

To replace RFP language in Section L.1.b.iv. Past Performance to read:

"The offeror shall provide a description of past performance(maximum 3 pages each) of three (3) projects of similar scope and complexity. At least one must include integration with PeopleSoft. At least one project must be from the prime. The other two projects may be supplied from teaming partners."

7a. Name and Title of Authorized Signer *(type or print)*		8a. Name and Title of Contracting Officer *(type or print)* Raymond Griswold, Director, Acquisitions & Contract Management	
7b. Offeror _____ *(Authorized Signature)*	7c. Date Signed	8b. U.S. House of Representatives _____ *(Signature of Contracting Officer)*	8c. Date Signed **7/22/2015**

1. Has a contractor performed similar work to this for the government in the past? If available, please provide the incumbent contract number. If you are unable to provide a contract number, is it safe to assume this is a new requirement for the government?

    This is a new requirement.

2. Is the House looking for a complete Asset Management Solution with/Handheld RFID/Barcode scanners or is this primarily a request for Hardware (the scanners) that will be configured to integrate with software already in place?

    The House is looking for a complete solution.

3. Does the solicitation call for an Asset Management Software solution that works with the scanning devices? My interpretation of the solicitation is that you are looking for handheld scanners that will interface with an existing asset management application.

    The House is looking for a new complete scanning solution that integrates with PeopleSoft.

4. On page 3, Section C.1.1, paragraph 6, you outline the solution requirement to "Support the full lifecycle asset management process". On Page 6, Section C.2.2, specific scanner functionality (from within the lifecycle) is described. Is this the specific functionality requested in support of the full lifecycle management process?

    The House is looking for a scanning solution that will support the entire lifecycle, at a minimum the receiving process must be supported, and the additional scanner functionality in C.2.2 lists some of the functions the House would like to have but are not requiring the solution have.

5. On page 12, Section F.3, the Capitol Hill House Office Building in Washington, D.C. or Washington Metropolitan area is identified as the Place of Performance. Can part of the work be performed remotely and where would you like any travel identified in the quotation?

    The House preference is Washington DC. The House expects all travel requirements to be included in a blended rate.

6. On page 4, Section C.1.3, paragraph 1, a handheld bar code and/or RFID device is described. Which version of the device, bar code or bar code with RFID would you wish to be quoted?

    We expect the proposed device to be included in your solicitation response.

7. On page 59, Section L.1.b., iv. Past Performance, you require that one of the three references must include an integration with both PeopleSoft and Remedy. Will a vendor be disqualified if they only have PeopleSoft references?

> No.

8. Is this a new requirement? If not, can you please provide the name of the incumbent, the current contract value and eligibility criteria to re-compete?

> See answer to Question 1.

9. Is there a contract vehicle that is being considered – GSA Schedule?

> This Request for Proposals and the resulting Contract are a standalone procurement vehicle. Offerors may either propose on an open-market basis or reference their GSA Schedules or GWACs and associated discounts in their pricing proposal.

10. In light of the current timeline, will HoR be issuing an extension beyond 8 August 2015?

> The House does not anticipate an extension beyond the August 5, 2015 at 2:00 PM EST deadline.

11. How is inventory data currently stored? Is there a central repository for all inventory data?

> Trackable inventory data is centrally stored in the PeopleSoft AM module. Non trackable inventory data is not maintained in PeopleSoft.

12. How is inventory physically stored? How many storerooms currently in place either at the capitol or at local offices?

> Assets are delivered as soon as Custodian is able to keep storage time to a minimum. There are 5 storerooms.

13. How is Inventory Management (tracking, inventory counts, asset verification) performed and recorded?

> A Physical Inventory is performed annually across key parts of the enterprise. Assets are scanned by locations, reconciled and then changes are uploaded into the AM module. Some electronic monitoring systems are in place to detect software and network devices.

14. How is inventory currently issued/returned/disposed? Is it centralized or distributed across local offices?

> Assets will be centrally received and disposed. Upon receipt and Disposal of assets, request forms are submitted and entered into an order management system. ERP is updated to record the asset status as it is issued/returned/disposed.

15. Is HoR interested in custom reports?

> Yes. The current ERP solution allows for custom reporting using a variety of tools. Custom reports are requested from end users on a regular basis.

16. How are purchase orders created?

> Purchase orders are created in PeopleSoft.

17. How are purchase orders received? Are purchase orders received at local offices?

> A Purchase Order is created in PeopleSoft and receiving for assets on the orders are centralized. There are three locations assets from Purchase Orders are received. The location is determined on where the end user will be.

18. Are custodians centrally located or do you have custodians at local offices?

> Custodians are not centrally located.

19. What Asset management functionality is available with the current Mobile Splitware solution?

> None.

20. The first page of the solicitation indicates that there are 64 pages. However the last page of the RFP is numbered as the 63rd page. Please confirm there are no missing pages.

> Confirmed.

21. Please confirm that the contract type is time and materials.

> The contract has both fixed price and time and materials elements. All lines with the superscript 1 in Attachment J.1 (1a, 3, and 4) are to be priced on a time and materials basis, with all other lines to be priced on a fixed price basis.

22. Section K.10 requires the vendor to provide certain contract information (ie, GSA and/or GWAC) but the RFP itself does not indicate a specific contract vehicle for vendors to utilize. Please confirm that the vendor can provide its response under either its GSA or GWAC, at its own discretion.

> See answer to Question 9.

23. For goods and/or equipment not directly provided by the vendor, will the HOR be providing the prime with a letter or authorization to allow the winning vendor the ability to procure goods and/or equipment off of other vendor's GSA Schedule? If not, will the HOR allow Contractor Teaming Arrangements between GSA vendors in order to provide comprehensive solutions?

> The House will not be providing a letter or authorization to order off of another vendor's GSA Schedule. However, the House will allow contractor teaming arrangements.